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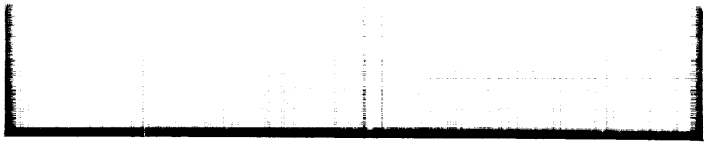
CIA ARCHIVES & RECORDS CENTER

STATISTICAL REPORT



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REPORT OF VOLUME ON HAND

FOR QUARTER ENDING 31 MARCH 1972

1 APRIL 1972

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CIA ARCHIVES AND RECORDS CENTER QUARTERLY REPORT OF VOLUME ON HAND

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(Prepared Annually at Close of Fiscal Year)

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CIA ARCHIVES AND RECORDS CENTER QUARTERLY REPORT

PART I

VOLUME ON HAND BY COMPONENT AND CATEGORY
EXPLANATION OF CATEGORIES OF RECORDS STORED AT THE ARCHIVES & RECORDS CENTER

INACTIVE OFFICE RECORDS	These are records created by all components of the Agency in the normal course of their operations. The records are retired to the Archives and Records Center, when they become inactive, in accordance with approved Records Control Schedules.
VITAL RECORDS	These are records essential to the continuity of Agency operations during an emergency. This is to provide for operations at the Agency Relocation Site and to back up certain daily operations at Headquarters. Since these are copies and duplicates of current active records in the offices, these Vital Records are deposited in accordance with approved Vital Records Schedules, and totaled separately from Archival and Inactive Office Records holdings.
SUPPLEMENTAL DISTRIBUTION COPIES OF REPORTS & MAPS	This is the reserve stock of Agency produced finished intelligence reports and maps held at the Archives and Records Center for immediate release to Agency Components, other USIB Agencies and Foreign Governments as they are needed to supplement the initial distribution.
ARCHIVAL RECORDS	These are records of enduring value to the Agency as a whole and document the mission and function of the Agency. They are normally the records identified as Permanent in the Records Control Schedules. In accordance with Standards used by the Archivist of the United States, the Agency Archives have been separated from the other Inactive Office Records with the assistance of the component Records Management Office.

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VOLUME ON HAND--CUBIC FEET

AREA	OFFICE	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. REPORTS & MAPS	OFFICE TOTAL
DCI	O/DCI	232	3		235
	HISTORICAL STAFF	10			10
	IC	57			57
	NSC	296			296
	O/GEN. COUNSEL	78	2	2	82
	O/IG	49			49
	O/LEG. COUNSEL	109			109
	O/NE	91	12	131	234
	O/PPB	70	8		78
	PUBLIC AFFAIRS	54			54
	SAVA	53			53
	STUDIES IN INTELL.			38	38
TOTALS FOR DCI AREA		1,099	25	171	1,295

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DIRECTORATE	OFFICE	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. REPORTS & MAPS	OFFICE TOTAL
DDI	O/DDI	26			26
	COMIREX	2			2
	CRS	4,680	425	379	5,484
	DCS	1,469	10		1,479
STATSPEC	[redacted]	302	3	190	495
	IRS	27			27
	NPIC	392	10	797	1,199
	O/BGI	138	2,360	8,045	10,543
	O/CI	100	7	7	114
	O/ER	360	14	239	613
	O/SR	19	46	166	231
TOTALS FOR DDI AREA		7,515	2,875	9,823	20,213

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DIRECTORATE	OFFICE	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. REPORTS & MAPS	OFFICE TOTAL
DDP	AF	Retired by IP	20		20
	CA	" " "	3	68	71
	CCS	" " "	15		15
	CI	" " "	18		18
	EUR	" " "	45		45
	FE	" " "	58		58
	FI	" " "	4		4
	FI/D	1,333	1		1,334
25X1A	[redacted]	Retired by IP	1		1
	IP	20,878	319		21,197
	MPS	Retired by IP	5		5
	NE	" " "	15		15
	PC	" " "	1		1
	SB	" " "	45		45
25X1A	[redacted]	" " "	6	42	48
	TSD	962	6		968
	WH	Retired by IP	61		61
TOTALS FOR DDP AREA		23,173	623	110	23,906

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DIRECTORATE	OFFICE	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. REPORTS & MAPS	OFFICE TOTAL
DDS	O/DDS	99			99
	CABLE SECY.	1,081	60		1,141
	COMMO	670	13		683
	MS	1,220	8		1,228
	O/FINANCE	10,832	56		10,888
	O/LOG	2,198	35	2	2,235
	O/PERS	1,887	42		1,929
	O/SECURITY	3,495	17		3,512
	O/TRAINING	544	126		670
	SSS	26	4	337	367
TOTALS FOR DDS AREA		22,052	361	339	22,752

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DIRECTORATE	OFFICE	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. REPORTS & MAPS	OFFICE TOTAL
DDS&T	O/DDS&T	87			87
	FMSAC	857	1	70	928
	OCS	174	25		199
	OEL	183	0	15	198
	ORD	146	0	1	147
	OSA	769	6		775
	OSI	818	32	303	1,153
	OSP	578	0		578
TOTALS FOR DDS&T AREA		3,612	64	389	4,065

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	INACTIVE RECORDS	VITAL RECORDS	SUP. DIST. (REPORTS & MAPS)	ARCHIVAL RECORDS	TOTAL HOLDINGS
DCI	1,099	25	171		1,295
DDI	7,515	2,875	9,823		20,213
DDP	23,173	623	110		23,906
DDS	22,052	361	339		22,752
DDS&T	3,612	64	389		4,065
ARCHIVES				17,889	17,889
GRAND TOTAL	57,451	3,948	10,832	17,889	90,120

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